

# VACANCY ANNOUNCEMENT

# The Department of Health has a career opportunity for qualified candidates for the following position:

Title Public Health Consultant 2, Nursing [Classified Competitive]			Salary <b>P26 \$64,677.09 - \$92,011.89</b>	
Posting Number	Position Number	Number of Positions	Posting Period *	
160-17	920701	1	From: <b>8/16/2017</b> To: <b>8/30/2017</b>	
Location:			Scope of Eligibility/Open to:	
Family Health Services Special Child Health and Early Intervention Services Family Centered Care Services, Case Management 50 East State Street, 6 <sup>th</sup> Floor, Trenton, NJ, 08625-0364			Applicants who Meet the Requirements	

#### **GENERAL DESCRIPTION**

Under supervision, provide nursing consultation to plan, develop, negotiate, process, and provide telephonic and on-site monitoring to approximately \$3M community based health service grants that provide New Jersey's pediatric medically fragile population with comprehensive case management services. Aggregate, interpret and summarize grantees' statistical progress and expenditure reports using Excel; prepare written summaries of reports, and submit findings for the Maternal Child Health Block Grant.

Review and/or approve clients' applications, and monitor expenditures for the Fee for Service program (program budget \$90,000) providing the medically fragile pediatric population with life sustaining medications to treat asthma/cystic fibrosis, hearing aids, braces, and orthotics.

Implement and monitor the State Data Exchange for Supplemental Security Income (SSI) beneficiaries, ensuring timely referral of disabled children to community resources in accordance with Title V of the Social Security Act. Provide verbal, written and electronic nursing consultation to parents of sick and/or medically fragile children &/or community based providers; health resources, parent support, and access to community based care and treatment. Prepare and conduct trainings, Powerpoint presentations and teleconferences for consumers and providers on case management services and access to community based health and community services for children with special needs.

#### REQUIREMENTS (EDUCATION / EXPERIENCE / LICENSES)

EDUCATION: Graduation from an accredited college or university with a Bachelor's Degree in Nursing supplemented by a Master's degree in a nursing specialty or related field.

EXPERIENCE: Three (3) years of nursing experience in public health and/or hospital nursing, one (1) year of which shall have included teaching, administration, supervision or consultation.

LICENSE: Appointee must be currently licensed as a Registered Nurse in the State of New Jersey or be eligible to obtain such license within six (6) months from date of appointment.

Appointee will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform essential duties of the position.

### IMPORTANT FILING INSTRUCTIONS

If interested in this position, you can reply in one of two ways:

• Forward the required documents electronically to:

# PSTFHS@doh.nj.gov

• Mail the required documents to:

Andrea Mahon, Executive Assistant 2
Family Health Services
Reference Posting #160-17
New Jersey Department of Health
PO Box 364
Trenton, NJ 08625-0364

## **Required documents:**

- cover letter
- resume
- State of NJ Employment Application (nj.gov/health/forms/dpf-663.dot).

- Newly hired employees must agree to a thorough background check that will include fingerprinting.
- If you are a candidate for a position in our Public Health and Environmental Laboratories, you may be subject to pre- and /or postemployment alcohol and drug testing.
- > In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification form upon hire.
- > In accordance with N.J.S.A. 52:14-7, the "New Jersey First Act", all employees must reside in the State of New Jersey, unless exempted under the law. If you do not live in New Jersey, you have one year after you begin employment to relocate your residence to New Jersey.

<sup>\*</sup> Responses received after the closing date MAY be considered if the position is not filled.